





Emergency Plan for Polling Place

Expectation: Save Lives

1. Move in orderly and quick manner all voters and judges to safe area as designated on aerial maps provided for the precinct.
2. Call 911 and then the Board of Elections at 240-777-8543.
3. When required, meet emergency personnel at safe area
4. Medical Emergency – assign a Voting Operation Judge to meet Fire and Rescue Personnel to lead them to the room where the person needing assistance is located.
5. If evacuation is required, take the following:

Emergency Evacuation Assignments		
Position	Task	Priority
Check-In	 <p>Each person: take Pollbook currently using.</p> <p>Quickly pull cords from back.</p>	High
Provisional	 <p>Take Provisional Ballot Bag</p>	High
Voting Area	 <p>Close lid of Scanning Unit</p>	Low
Chief	 <p>Take red security bag</p> <p>Ensure all voters and judges safely exit</p> <p>Remain until all voters and judges have exited</p>	High

6. Montgomery County Board of Elections will deploy team to polling place to restart voting or move to new site.
7. If evacuated, confirm that all judges are accounted for. Election judges must continue to wear their Board of Elections Name Tag and carry photo identification.